






Review of the Administrator's License Renewal Report

SECTION	WHAT TO DO	WHAT TO SUBMIT	# OF PAGES
Section 1: Administrator Background/ Transmittal	<ul style="list-style-type: none"> ✓ Assemble all requested information ✓ List the titles of Building/District administrator standards your plan will cover 	 This form	1-2
Section 2: Professional Growth Plan: Goals	<ul style="list-style-type: none"> ✓ State three goals and answer the questions related to them 	 This form (one form per goal)	3-6
Section 3: Professional Growth Plan: Anticipated Experiences	<ul style="list-style-type: none"> ✓ Determine the types of experiences you will plan to achieve your goals ✓ Determine the types of evidence that would help you decide the extent to which you did achieve your goals 	 This form	1-2
Section 4: Professional Growth Experiences Chart	<ul style="list-style-type: none"> ✓ Determine the number of points for the types of experiences you will plan to achieve your goals and record on the PGE Log 	 This form	1+
Section 5: Professional Growth Experience Documentation	<ul style="list-style-type: none"> ✓ Assemble all official documentation of your experiences ✓ If an official document is not available, obtain a verification signature on the form provided 	 Any official documentation that certifies successful completion of a Professional Growth Experience or this form (if needed)	1+ (as needed)
Section 6 Goal Attainment Summary: Self- Assessment	<ul style="list-style-type: none"> ✓ Rate your own attainment of each goal on a scale from "0" to "3" ✓ Write a concise reflection on the attainment of each goal 	 This form	3-6
Section 7 Goal Attainment Summary: Team Assessment	<ul style="list-style-type: none"> ✓ Ask your Professional Growth Team members to collectively rate your attainment of each goal on a scale from "0" to "3" ✓ Ask your team to collectively write a concise narrative on the attainment of each goal 	 This form after securing the signatures of your team members	3-6
Section 8 PGP & Experiences Reflection and Modifications	<ul style="list-style-type: none"> ✓ Write a concise reflection on the attainment of the Professional Growth Plan as a whole. 	 This form	1-2
Section 9 Signature Page	<ul style="list-style-type: none"> ✓ Ask your team members to sign and verify their participation and indicate modifications 	 This form	1

TOTAL LICENSE RENEWAL REPORT PAGES = 15-26